

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
July 20, 2020**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, July 20, 2020 at 8:20 P.M. The Meeting was held in the Keystone Elementary School Gymnasium, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Randolph R. Burr, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Also present were: Mr. Shawn Algoe, Mr. Vernon Lauffer, Mrs. Kelli McNaughton, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the Agenda with the Following Changes:

Additions:

- V. H. Hiring of Jaden Haugh as Girls' Varsity Soccer Assistant Coach
V. I. Hiring of Cameron Grumley as Boys' Varsity Soccer Assistant Coach
V. J. Letter of Resignation from Ashley Custer as Girls' Junior Varsity Volleyball Coach
V. K. Hiring of Hope Mays as Girls' Junior Varsity Volleyball Coach
V. L. Appointing the following Program Volunteers for Girls' and Boys' Cross Country Teams:
1. Bobbie Heller
2. Franki Sheatz
3. Audrey VanTassel
V. M. Appointing Jason Hansford as a Program Volunteer for Girls' and Boys' Varsity Soccer Teams
V. N. Posting and Advertising for an Anticipated Jr/Sr High School Social Studies position
V. O. Appointing High School Department Chairs and Elementary Grade Level Chairs:
High School:
1. Jennifer Wingard, Guidance & Career Readiness
Elementary:
1. Kim Riley, Kindergarten
2. Nancy Daum, 1st Grade
3. Sue Shaner, 2nd Grade
4. Tim Zerbe, 3rd Grade
5. Nicole Taydus, 4th Grade
6. Amanda Kline, 5th Grade
7. Kate Schoeppner, 6th Grade
8. Autumn Marshall, Guidance & Career Readiness
9. Brynn Space Renninger, Special Area
10. Kaylan Arbogast, Special Education

CONSIDERATION OF AGENDA (Continued)

- Mr. Beary made the Motion to APPROVE the Agenda with the Following Changes (Continued):

Additions (Continued):

- V.I. F. Tax Exoneration from Michael Kuhns
- V.I. G. Contracting with VLN Partners for Virtual Learning for 2020-21
- V.I. H. Revised Health & Safety Plan
- V.I. I. Revision to Student Athletic Fees—\$85 and \$35

Deletions:

- IV. B. 3. File the June, 2020 Elementary School Student Activities Report for Audit
- IV. B. 4. File the June, 2020 High School Student Activities Report for Audit
- IV. B. 5. File the June, 2020 High School Athletics Report for Audit
- VI. A.1a. Life Insurance Rate from Boston Mutual Life

Corrections:

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

CONSENT AGENDA

- Mr. Beary made the Motion to APPROVE the Following:

Minutes:

1. Approve the June 15, 2020 Regular Business Meeting Minutes*

Financial Reports:

1. File the June 2020 Board Summary Report for Audit*
2. File the June, 2020 Liquid Cash and Investment Activity Analysis Report for Audit*
3. File the June, 2020 Contingency Fund Report for Audit*
4. Approve the June, 2020 General Fund Bills, the Interim Bills and the Wires Transfers for payment as presented and located in Attachments A and G*
5. Approve the June, 2020 Cafeteria Bills for payment as presented and located in Attachment C*
6. File the June, 2020 Cafeteria P&L for Audit*
7. Approve the June, 2020 Capital Reserve Bills as presented and located in Attachments B-1 and B-2.

Written Reports:

1. Accept the May, 2020 Northwest School Combine Report*
2. Accept the Career Center Report*
3. Accept the IU Report*

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

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PERSONNEL (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the LETTER OF RESIGNATION from JULIE LANDER, MARCHING BAND ASSISTANT, effective immediately, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to RETROACTIVELY APPROVE the POSTING and ADVERTISING for a MARCHING BAND ASSISTANT
and
HIRE AMANDA KLINE as MARCHING BAND ASSISTANT, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the LETTER of RESIGNATION from KAMI COURSEN as VARSITY CHEERLEADER HEAD COACH, with regret,
and
LETTER of RESIGNATION from SARAH BAUGHMAN as JR HIGH CHEERLEADING COACH, with regret
and
LETTER OF RESIGNATION FROM ALEXANDRIA BEARFIELD, VARSITY/JR HIGH CHEERLEADING ASSISTANT COACH, with regret,
and
to POST and ADVERTISE for all three of these positions. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. VanTassel made the Motion to HIRE JADEN HAUGH as GIRLS' VARSITY SOCCER ASSISTANT COACH, effective immediately, pending proper completion of Personnel File Documentation and Clearances
and
to HIRE CAMERON GRUMLEY as BOYS' VARSITY SOCCER ASSISTANT COACH, effective immediately, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. K. Swartfager made the Motion to Approve the LETTER of RESIGNATION from ASHLEY CUSTER as GIRLS' JUNIOR VARSITY VOLLEYBALL COACH, effective immediately, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to HIRE HOPE MAYS as GIRLS' JUNIOR VARSITY VOLLEYBALL COACH, effective immediately, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to APPOINT the PROGRAM VOLUNTEERS for GIRLS' and BOYS' VARSITY CROSS COUNTRY TEAMS, effective immediately, pending proper completion of Personnel File Documentation and Clearances: BOBBIE HELLER, FRANKI SHEATZ and AUDREY VANTASSEL and to APPOINT JASON HANSFORD as a PROGRAM VOLUNTEER for VARSITY GIRLS' and BOYS' SOCCER TEAMS, effective immediately, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to POST and ADVERTISE for an ANTICIPATED JR/SR HIGH SCHOOL SOCIAL STUDIES TEACHER POSITION. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to APPOINT the HIGH SCHOOL DEPARTMENT CHAIRS and ELEMENTARY GRADE LEVEL CHAIRS as follows: High School: JENNIFER WINGARD, GUIDANCE & CAREER READINESS. Elementary School: KIM RILEY, KINDERGARTEN; NANCY DAUM, 1st GRADE; SUE SHANER, 2nd GRADE; TIM ZERBE, 3rd GRADE; NICOLE TAYDUS, 4th GRADE; AMANDA KLINE, 5th GRADE; KATE SCHOEPPNER, 6th GRADE; AUTUMN MARSHALL, GUIDANCE and BRYNN SPACE RENNINGER, SPECIAL AREA and KAYLAN ARBOGAST, SPECIAL EDUCATION. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Beary made the Motion to APPROVE the REVISIONS to the 2020-21 HIGH SCHOOL STUDENT and TEACHER HANDBOOKS and the 2020-21 ELEMENTARY STUDENT and TEACHER HANDBOOKS. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. K. Swartfager made the Motion to RETROACTIVELY APPROVE the ELEMENTARY BOILER ROOM ASBESTOS REMOVAL CHANGE ORDER, as presented, for \$5,040 to WHALEN CONTRACTING, INC. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the PURCHASE OF 7th GRADE ENGLISH TEXTBOOKS from SAVVAS at a cost of \$10,744.62, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. K. Swartfager made the Motion to RETROACTIVELY APPROVE the AWARD of the PROCUREMENT of CHROMEBOOKS to VIVACITY TECH at a total cost of \$180,480, with funds from the CARES GRANT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the FLEXIBLE INSTRUCTION RESOLUTION, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE the TAX EXONERATION REQUEST from MICHAEL KUHNS for 2019 and 2020. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

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NEW BUSINESS (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the CONTRACTING with VLN PARTNERS for VIRTUAL LEARNING for 2020-21, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE the REVISED HEALTH & SAFETY PLAN, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**
- ❑ **Mr. VanTassel made the Motion to APPROVE the REVISED STUDENT ATHLETIC FEES as follows:**

# of Participants	Current Fee First Sport	Proposed Fee First Fee	Current Fee Second Sport	Proposed Fee Second Sport	Current Family Max	Proposed Family Max
1	\$100	\$85	\$50	\$35	\$150	\$120
2 or More	\$100	\$85	\$100	\$85	\$200	\$170

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

ADJOURNMENT

- ❑ **With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:30 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

